



DUNCRAIG SENIOR HIGH SCHOOL
PARENTS AND CITIZENS' ASSOCIATION INC

GENERAL MEETING Minutes

Wednesday 18 May 2022, 7:00pm

Conference Room DSHS

1. Meeting opened 7:00pm

2. Acknowledgement to country

3. Attendees:

Rob Fairholme, Tia Tutti, Guy Bowden, Peter Lillywhite, Hannah von Ahlefeld, Vilko Poznovia, Paul Harris, Sonya Elek

Apologies: Vicky Botha, Anita Catalano,

4. Minutes: Confirmation of minutes of the P&C General Meeting 30/03/2022

Accepted: Tia Secoded: Paul

5. Business arising from previous minutes:

5.1 Rob to look into a maintenance schedule for the canteen equipment. This can tie in with an inventory done of canteen equipment and insurance policy review as suggested by Treasurer. *Continuing work in progress*

5.2 Rob will look into identifying a new auditor for next year as our current auditor is retiring. *Continuing work in progress*

6. New Business:

6.1 Vote to amend motion to add Guy Bowden and Emma Treggertha to be signatories for P&C account as per the bank (honorary signatory Diane Hawkins)

Motion: Rob Secoded: Hannah

6.2 Hannah presented a round-up of the Parent/Family Engagement Committee meeting. It was basically a meet up to see what people want in the committee. A list of ideas for events was started and contact between school groups was a big one. An example of this is for parents of children in certain groups to meet and interact - Triathlon/GATE/SBAE/Music
Action: To have a school BBQ in Term 3 (Note from Principal was that Staff would not be available in order to keep them safe from COVID to continue teaching)

Motion: Rob Secoded: Paul



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6.3 Motion to have a Christmas Carol Concert and Picnic in late Term 4. This would include choirs from local primary schools and food trucks. This will be assisted/actioned by the Parent/Family Engagement Committee

Motion: Rob Secoded: Tia

7. Correspondence Noted:

7.1 Correspondence In: Nil

7.2 Correspondence Out: Nil

8. Reports:

8.1 Principal's Report Attached – *Lots of stress with amount of staff and students away – 600 people/approximately 1/3 population. 107 away this week with Year 7 and 10 highest*

8.2 Treasurer's Report – *Not received*

8.3 President's Report – Canteen staff to increase. 1 Canteen casual staff accepted and 2 possible casual positions being filled including Canteen Supervisor if possible. Future planning set and looking into possible tax benefit as not for profit for software that Emma noted she would like to use.

Motion to accept reports: Paul Secoded: Vilko

Meeting Closed: 8:15

Next Meeting:

General meeting 10 August 2022 at 7pm